



TO: Board of Supervisors

FROM: Rocky Buoy, Fleet Manager

DATE: April 14, 2016

SUBJECT: Request to Amend Fixed Asset

RECOMMENDATION

Fleet Services Department recommends your Board:

- Amend the Operation's fixed Asset list to purchase an additional Tire Changer

DISCUSSION

Fleet services currently has one standard size tire changer for all small to mid-size vehicles serviced at the Kansas Ave garage location. There is a second tire changer, however this is for heavy equipment and cannot be used for standard size vehicle tires. In order to keep up with current demand and service level, Fleet is requesting an additional tire changer for \$8,999 per quote from San Luis Auto Parts. This quote has been approved by purchasing.

FINANCIAL CONSIDERATIONS

There will be no financial impact for the purchase of the tire changer. Fleet services is projected to have \$11,000 of savings in Operations Capital Outlay due to the actual costs of budgeted assets under \$4,000.

RESULTS

The addition of the tire changer will provide an increase in service level by decreasing the time department's vehicles are out of service due to tire servicing.



County of San Luis Obispo

County Government Center, R.M. D430 • San Luis Obispo, California 93408 • (805) 781-5011

TO: Board of Supervisors

FROM: Ron Alsop, Office of Emergency Services

DATE: May 17, 2016

SUBJECT: Request to amend the Fixed Asset List for Fund Center (FC) 138—Office of Emergency Services (OES) to add a copy machine for the Emergency Operations Center. District 2.

Recommendation

It is recommended that the Board amend the Fixed Asset List for FC 138 - Office of Emergency Services to add one copy machine valued at \$10,480 within the existing budget.

Discussion

A request for a second copy machine for the Emergency Operations Center was approved in the department's FY 2015-16 budget. However due to an oversight the item was not included within the fixed asset list as part of the budget adoption process. As a result this item is requesting approval to amend the OES' fixed asset list by adding one copy machine.

Other Agency Involvement

The Auditor-Controller's Office has provided OES direction on how to proceed with amending the Fixed Asset List.

Financial Considerations

Funding for the purchase and maintenance is already budgeted in FC 138. The cost will be 100% offset with nuclear power plant emergency preparedness fund revenue processed through the Governor's Office of Emergency Services.

Attachment #5

Results

The existing copy machine in the EOC is consistently used and is not sufficient for heavy use at times such as emergency exercises and drills, and would be insufficient in the event of a large scale emergency. Because of this, for many years OES rented copiers from private vendors for planned large scale exercises. Purchase of a second copier will result in ongoing immediate availability for both unforeseen emergencies and future exercises.

Attachment #5

TO: Board of Supervisors
FROM: Christopher Barnickel – Library Director
DATE: May 17, 2016
SUBJECT: Request to amend the fixed asset list for the purchase of a microfiche scanner in Fund Center 377 - Library

Recommendation

It is recommended that the Board amend the fixed asset list for the purchase of a microfiche scanner in Fund Center 377 – Library. This requires a four-fifths vote.

Discussion

The Library purchased a microfiche scanner for \$10,437.09. The equipment should be classified as a fixed asset. This Board action facilitates the classification of the microfiche scanner to the fixed asset list.

Other Agency Involvement

We have coordinated this request with the County Auditor/Controller Office.

Financial Considerations

No additional funds are requested. This purchase was a budgeted item.

Results

The Library's purchase of a microfiche scanner will be added to the fixed asset list.